



**GB** Mini-dictaphone Lervia KH4111

## 1. Intended Use

This device is designed for sound recording, and is intended for domestic and private use. It is not intended for industrial or commercial applications.

## 2. Technical Data

### Power supply:

External mains adapter:  
3 V DC, min. 300 mA  
(not included) or  
batteries:  
2 Alkaline batteries, 1.5 V Type "AA"  
(please do not use storage batteries)

### Tape speeds:

1.2 cm/s or 2.4 cm/s

### Frequency range:

250 - 4500 Hz

### Dimensions :

126 x 68 x 26 mm (W x H x D)

### Weight:

140 g without batteries

### Cassette type:

Standard microcassette, up to 60 min.

## 3. Package contents

1 Lervia KH 4111 mini-dictaphone  
1 Microcassette 60 min.  
2 Alkaline batteries, 1.5 V Type "AA"  
1 User instructions  
1 Warranty card

## 4. Notes on safety

To avoid damaging this device:

- Use only in dry environments.
- Never allow fluids or objects to get inside the device.
- Do not expose it to other sources of heat, such as heaters, direct sunshine, other appliances, etc.
- Do not open the casing: there are no operating controls inside.
- Do not allow children or the elderly to play with the device unsupervised. These are not always able to recognize potential dangers correctly.
- Keep these instructions for future reference, and include them with the device if you are passing it on to a third person.

## 5. Inserting / replacing the batteries

- Open the battery compartment on the back, and insert two 1.5 V batteries, type AA, as indicated in the battery compartment.
- Replace the batteries:
  - the sound volume in playback becomes noticeably lower,

- the playback speed becomes noticeably slower,
- the red LED on the front becomes faint when recording.
- Do not dispose of batteries with the household waste. Return old batteries to your dealer, or take them to the nearest recycling centre.
- Take out the batteries if you are not using the equipment for a long period. In this way you will prevent leaking batteries from damaging the equipment.

## 6. Inserting / removing the cassettes

This dictaphone uses "micro" cassettes with a maximum recording time of 60 minutes.

- ④ Press the button to open the cassette compartment.
- Place the cassette so that the compartment can be closed easily. Otherwise, the cassette has been inserted the wrong way round.
- ⑤ To take out the cassette, open the cassette compartment and hold the device in such a way that the cassette slides out.

## 7. Recording

You can start and stop recording manually or automatically (voice control). When you have inserted a cassette as described in paragraph 6:

### a) Manual control

- ⑥ Press the button (Record) ...
- ⑦ and the button (Start) at the same time.

- ⑧ You can now control the recording with the switch. Recording ...

– continues if this switch is set to "OFF".

– is stopped if this switch is set to "ON".

- ⑨ While recording is On, the red LED on the front is lit.

### b) Automatic control (voice activation)

If recording is to start automatically when a certain sound level is present:

- ⑩ Move the sliding switch on the left of the device to "ON".

- ⑪ Press the button (Record) ...
- ⑫ and the button (Start) at the same time.

- ⑬ You can use the volume control to adjust the sensitivity and raise / lower the

voice activation threshold. Select the setting so that the device will not be switched on by ambient sound, but will still be sensitive enough to respond to your voice:

- Move the switch to the right to increase the voice sensitivity.
- Move the switch to the left to reduce the voice sensitivity.

⑧ Move the sliding switch **VAC** on the left of the device to "OFF", if you wish to turn off automatic voice activation.

### c) Tape speeds

You can choose from 2 possible tape speeds. To do this, move

⑨ the **TAPE SPEED** switch to the ...

- "2.4" position for normal tape speed
- "1.2" for tape half-speed

At half-speed, the cassette runs for twice the length of time. The quality of the recording is therefore slightly poorer.

Dictating machines with no speed selection are set to the "2.4" speed.

## 8. Play-back

If you have inserted a cassette with a voice recording as described in paragraph 6:

### a) To start / stop play-back

- ① Press the **▶** button, to **start** play-back.
- ② Use the "**VOLUME**" control to set the sound volume.
- ③ Press the **■▲** button to **stop** play-back.

### b) Play-back control

④ You can use the **PAUSE** sliding switch to control play-back.  
Play-back ...

- **is stopped** if this switch is set to "ON".

- continues if this switch is set to "OFF".

⑤ Move the large **sliding switch** to the ...

- **FF** for rapid playback ("Mickey Mouse" voice),
- **REW/REV** to review a recording.

### c) Spin forward / Rewind

⑥ Move the **sliding switch** to the...  
**FF** position, to spin forward,  
**REW/REV** position, to rewind.

⑦ You can use the **tape counter** to find certain positions on the tape. Press the Reset button at the tape counter to reset the number to "000".

### d) Tape speeds

You can choose from 2 possible tape speeds. To do this, move

⑧ the **TAPE SPEED** switch to the ...

- "2.4" position for normal tape speed
- "1.2" for half-speed

Select the same speed as that at which the recording was made. To do this, simply set the switch at the position where the speech playback sounds normal.

## 9. Available accessories

The following accessories are available, but not included in the original package:

⑩ **External microphone** – this is connected to the "**MIC**" socket.

⑪ **Headphones** – these are connected to the "**EAR**" socket. In this case, the built-in loudspeaker is switched off.

⑫ **External 3V mains adapter** – this is connected to the power input socket. In this case, the batteries are switched off automatically.

## 10. Cleaning and care

- **Before cleaning this device:** Take out the cassette and the batteries. This will prevent the device from being switched on (or switched to recording mode) accidentally.
- Clean the device only with a soft dry cloth. Never use cleaning agents or solvents. These can damage the plastic surfaces.
- Do not attempt to clean the recording head or the drive mechanism with cotton swabs, as was done with older equipment. Due to the improved technology, this is no longer necessary. If the playback begins to sound dull after a long period of use, the cause is more likely to be in the cassette (wear or aging). Try replacing the cassette, or contact Customer Service.

## 11. Disposal

Before disposing of this device, first remove the batteries as described in paragraph 5. Old batteries should not be disposed of with the household waste:

- Return old batteries to your dealer, or take them to an appropriate recycling centre for disposal.
- **Tip:** Take care of the environment! If you wish to dispose of this device, take it to a recycling centre for used electronic equipment.
- Do not forget to take out the cassette: it may contain personal information.

## 12. Warranty and Service

The warranty conditions and service centre address for your country are provided on the warranty card.